

August 6, 1999

TO: Members of the MAG Telecommunications Advisory Group

FROM: Debbie Kohn, Avondale, Chairperson

SUBJECT: MEETING NOTIFICATION AND TRANSMITTAL OF TENTATIVE AGENDA

Thursday, August 12, 1999, 10:00 a.m.
MAG Office, Suite 200, Saguaro Room
302 North 1st Avenue, Phoenix

A meeting of the MAG Telecommunications Advisory Group (TAG) will be held at the time and place noted above. Please note that the meeting date is early this month. Supporting information is enclosed.

Please be advised that under procedures approved by the MAG Regional Council on June 26, 1996, all MAG committees need to have a quorum in order to conduct business. A quorum is a simple majority of the membership, or 10 people for the MAGTAG. If you are unable to attend the meeting, please make arrangements for a proxy from your jurisdiction to represent you.

If you have any questions or need additional information, please contact Heidi Pahl or Harry Wolfe at 254-6300.

TENTATIVE AGENDA

	<u>ADVISORY GROUP ACTION REQUESTED</u>
1. <u>Call to Order</u>	
2. <u>Approval of July 22, 1999 Meeting Minutes</u>	2. Review and approve July 22, 1999 meeting minutes.
3. <u>Educational Topics</u>	3. For information and discussion.
To inform members of the MAGTAG about various aspects of videoconferencing, one agenda item each month is being devoted to an educational videoconferencing issue. For this	

educational session, the future of videoconferencing technology directions which may reduce annual operating costs for the MAG Videoconferencing Project will be discussed.

4. Videoconferencing Forum

Videoconferencing users have been invited to share their experiences at the MAG Videoconferencing Forum. The Forum is set for Monday August 9, 1999 from 2-4:30 p.m. at Arizona State University, Computing Commons Building, Room 120; with a videoconferencing link to the University of Arizona in Tucson. The results of the questionnaire to collect information from forum participants was prepared. An update will be provided.

5. MAG Videoconferencing Project

The MAG Videoconferencing Project will implement videoconferencing technology to facilitate communication among MAG and its member agencies and reduce travel by eliminating the need to travel to as many meetings. Comments on Phase II and III of the Videoconferencing Project will be summarized. A recommendation on the MAG Videoconferencing Project will be made.

6. Telecommuting Program

The telecommuting portion of the MAG Teleconferencing and Telecommuting Program will provide for additional telecommuting alternatives throughout the Valley and encourage telework and proximate commuting. At the last meeting of the MAGTAG it was suggested that a survey to determine what member agencies do to support telecommuting be created. Comments on the draft Telecommuting

4. For information and discussion.

5. For information, discussion and possible action.

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6. For information and discussion.

Survey will be requested. See Attachment One for the Draft Telecommuting Survey. An update will be provided.

7. Update on Small Town Connections

Small Town Connections will further email, web page and Internet assistance to those member agencies who need support, especially those who are not yet using these technologies. The Electronic Access Survey is being administered by telephone. An update will be provided.

8. TIP Process

The Transportation Improvement Program (TIP) process occurs annually. As part of the TIP process MAG committee members are charged with providing input on the federally funded projects. At the last meeting of the MAGTAG, the Policy Guidelines for Programming Regional Transportation Funds were distributed. The need to identify potential telecommunications projects that MAGTAG wishes to have in next year's TIP will be discussed.

9. Public Input

An opportunity will be provided to members of the public to address items on the agenda.

10. Announcements

An opportunity will be provided to Committee members and members of the public to address the MAG Technical Advisory Group for items that are not included on the agenda.

11. Date of Next Meeting

7. For information and discussion.

8. For information, discussion and possible action.

9. For information and discussion.

10. For information and discussion.

The next meeting of the MAGTAG will be held on September 23, 1999. Please note that the date has been changed. The remainder of meetings for 1999 are as follows:

October 28, 1999
December 9, 1999

11. For information, discussion and possible action.